Deputy Director   DDA 86-2166
for Administration   23 December 1986

STAT

NOTE FOR: [ ]

SUBJECT: Formation of a DA Users Group

Ron,

     Thanks for your suggestion that we establish a DA Users Group to act as a forum for Directorate-wide information technology issues. I like the idea and, as you can see from his response, D/OIT also supports it.

     Please take the lead in forming this group. In addition to a representative from each Office, you should also include an individual from my Management Staff.

     I am interested in the work of this group and would like to hear from it occasionally. Thanks again for your recommendation.

STAT

William F. Donnelly

Atts:
  A.   DDA 86-1439x
  B.   OIT 1038-86

cc: D/OIT w/atts
      C/MS/DA w/atts

/ - 4

STAT

ORIG:EXA/DDA [ ]   (23 Dec 86)

Distribution:
  Original - Addressee w/atts
        1 - D/OIT w/atts
        1 - C/MS/DA w/atts
        1 - DDA Subject w/atts
        1 - DDA Chrono wo/atts
        1 - EXA/DDA Chrono w/atts

ROUTING AND RECORD SHEET

DDA/REG LOGGED

SUBJECT: (Optional)						
DA Users Group						

FROM: Director of Information Technology 2D00, Hqs.

STAT

EXTENSION

NO.

DATE 15 December 1986

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. DDA\EXA	16 DEC 1986	12/1~	JW	
2. ADDA	16 DEC 1986			
3. DDA	16 DEC 1986			
4. DDA\Registry				
5.				
6.				
7.				
8.				
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10.				
11.				
12.				
13.				
14.				
15.				

FORM 610 USE PREVIOUS EDITIONS
1-79

OIT 1038-86
15 December 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM: Edward J. Maloney
                    Director of Information Technology

SUBJECT: DA Users Group

STAT

    1. We have reviewed [   ] recommendation that a DA Users Group be formed to help Ron articulate computing issues and requirements to the OIT Customer/Standards Committee (attached).

    2. Both the S&T and the DI have formed such groups, composed of representatives of Directorate offices. OIT has worked with these groups as we have formulated our proposed OIT standards, and we have found them to be effective mechanisms for facilitating our communications with our customers. These groups also provide us a valuable opportunity to improve our understanding of our customers' requirements. We support Ron's suggestion.

    3. In addition to the benefits of improved customer communnications, the groups that have been established have provided important opportunities for computer users to share concerns that are peculiar to their own Directorates, and to help one another. As Ron's memo points out, the S&T group has been particularly effective in this area.

    4. In the context of acting as an extension to the Customer/Standards Committee, we look forward to working with Ron and the DA Users Group.

STAT

Edward J. Maloney

Attachment:
  As stated

19 August 1986

MEMORANDUM FOR: Deputy Director for Administration

STAT   FROM:

DDA Representative to OIT
Customer/Standards Committee

SUBJECT: Requirements Collection and Dissemination

1. At the inception of the OIT USERS/STANDARDS Committee in November of 1985 the representatives for DI and DO seemed to have a leg up on DS&T and DA in articulating issues and requirements for their respective Directorates. This was due to the structure and functions of IMS for the DO and ASG for the DI in that both these organizations were performing a focusing function directorate-wide. Early this year the S&T formed a Directorate Users Group which has become an effective vehicle for focusing directorate concerns to the Customer Standards Committee and for providing information back to directorate users.

2. With your permission, I would like to form a DDA Users Group with a representative from each office. This would provide a forum for directorate wide concerns to be identified and discussed enabling me to better represent the directorate and articulate common concerns or requirements. If our experience with a users group follows that of S&T, it would also provide a vehicle for DDA resources to more effectively help each other.

3. I would see this group meeting monthly with 1 or 2 representatives, appointed by each office Director, that could speak to current and future concerns of their respective office.

STAT